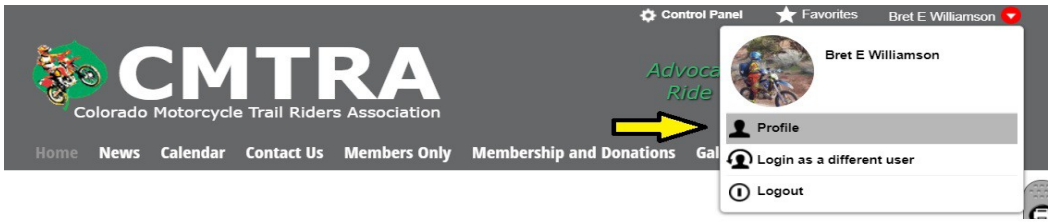
Adding Photo Albums and Photos
14 Jan 2021

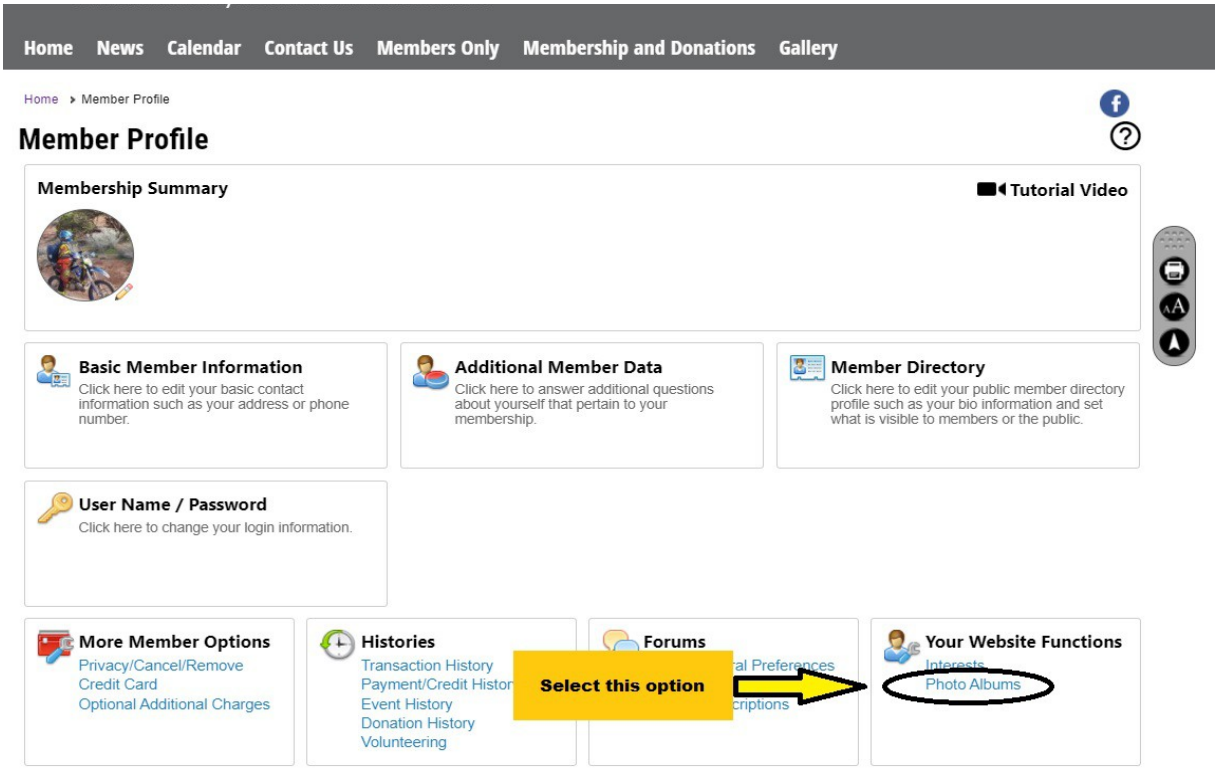
The following process may be used to add photo albums and photos to the CMTRA.ORG webpage. Please keep your photos in good taste.

You may choose to have your albums available to anyone who accesses the webpage or keep the album and its photos for MEMBERS ONLY. That is an option when you set up your album.

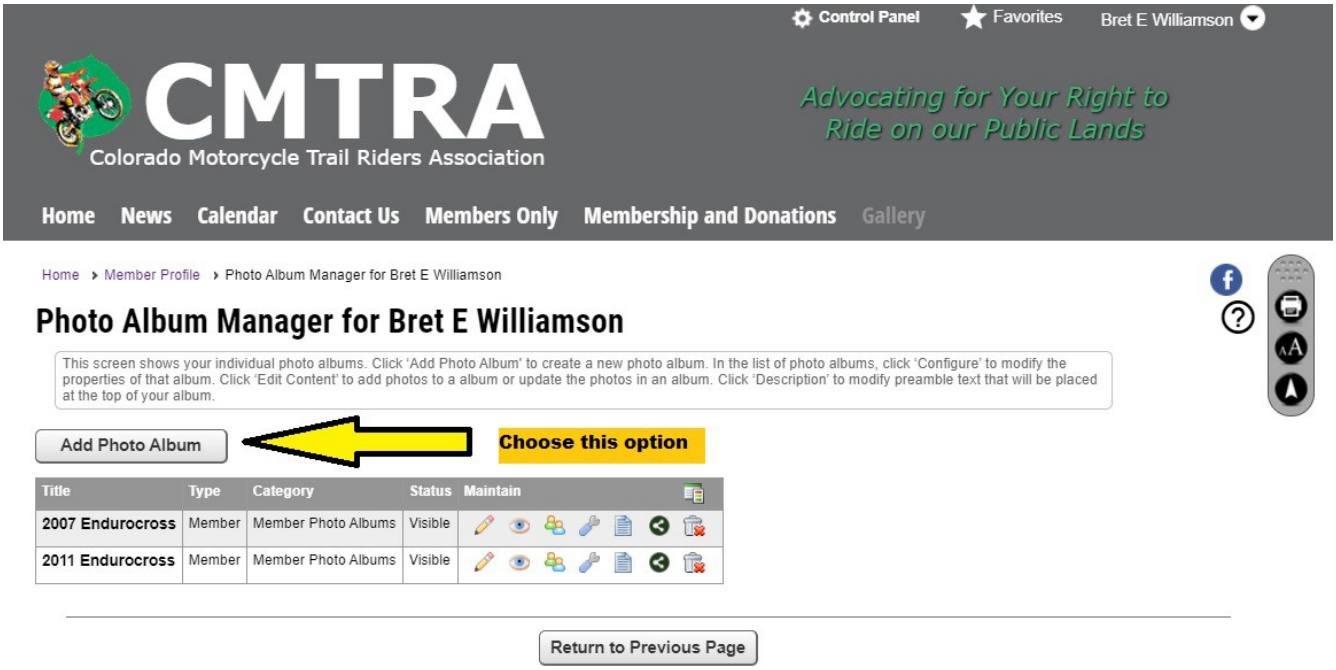
The first step is to LOG IN, then select your PROFILE page:



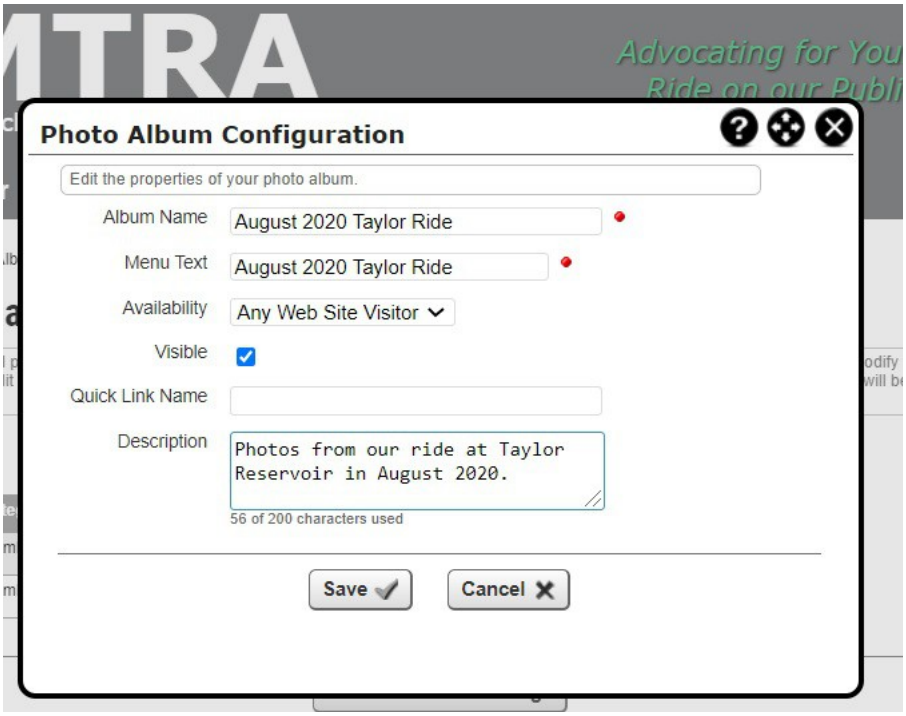
Then, select the Photo Albums option under Your Website Functions:



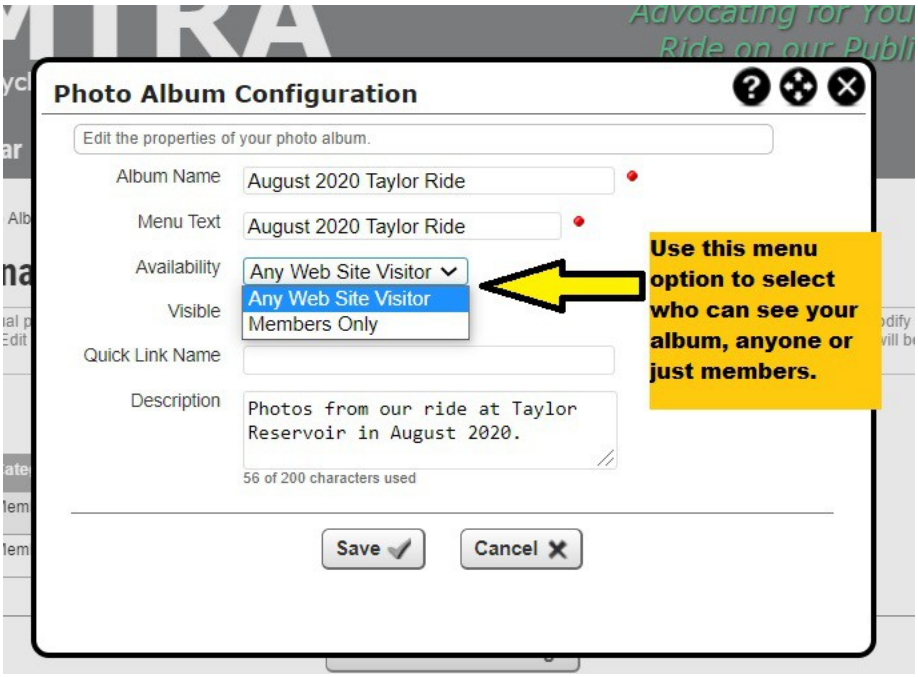
Next, select the Add Photo Album option:



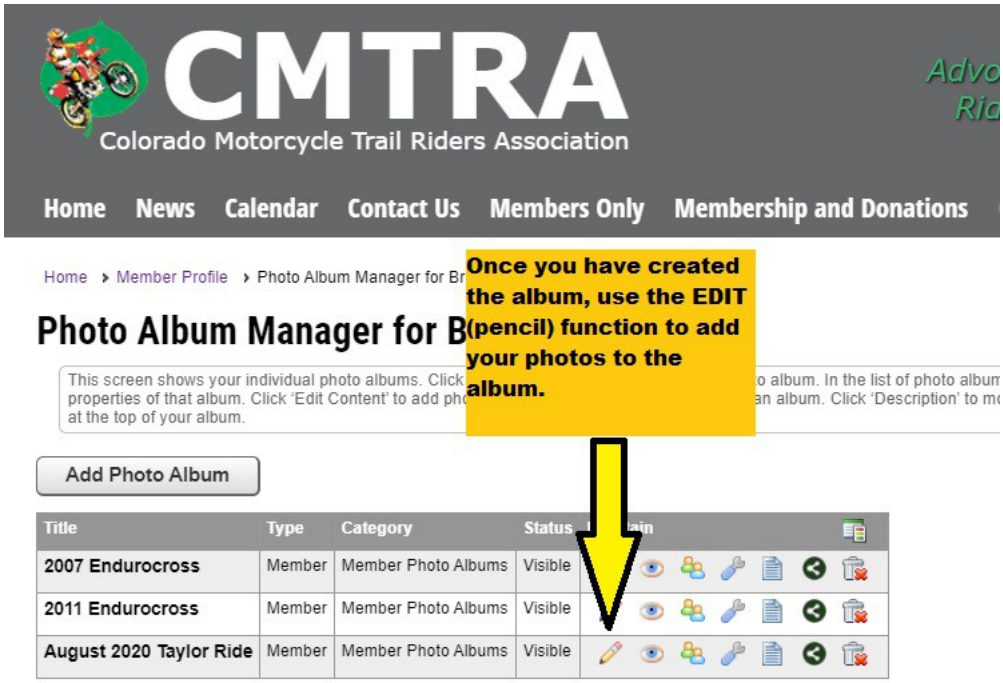
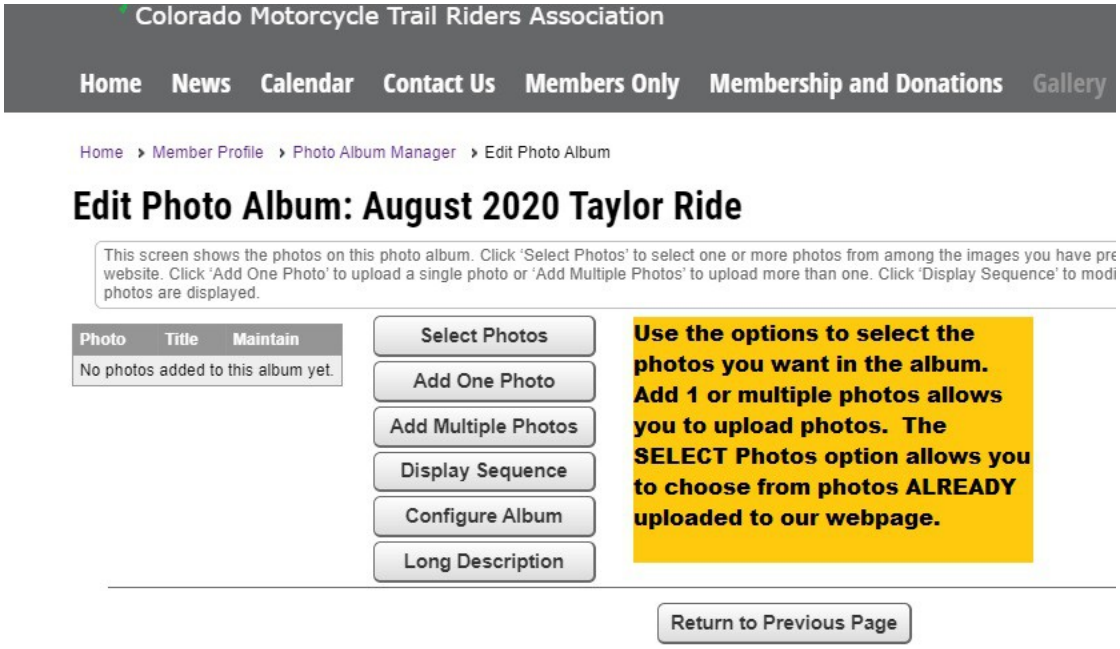
Now, configure your album:



You can choose who can see your album and its photos by selecting the AVAILABILITY option:



Once the photo album is configured and saved, you can then add photos to the album:



Either SELECT photos from those already uploaded to the webpage or upload your photos. If you choose to upload photos, you'll be given a new menu to select photos from your computer. Once the photos are uploaded, they will be available to view from your album.